

**ITMC Council Business Meeting  
November 6, 2013**

**Attendees**

Department of Natural Resources and Conservation	Bill Anker
State CIO	Ron Baldwin
Department of Fish, Wildlife, and Parks	Barney Benkelman
Department of Revenue	Tim Bottenfield
Department of Transportation	Mike Bousliman
Teachers' Retirement System	Rick Bush
Department of Justice	Joe Chapman
Department of Corrections	Jon Straughn (designee)
Department of Agriculture	John Dayton
Legislative Services Division	Steve Eller
Department of Public Health & Human Services	Stuart Fuller (designee)
State Auditor's Office	Glynis Gibson (online)
Office of Public Instruction	Jim Gietzen
State Library	Evan Hammer
Department of Labor and Industry	Judy Kelly (online)
Bureau of Crime Control	Jerry Kozak (online)
Department of Commerce	Larry Krause
Public Service Commission	Ousmane Loum (online)
Department of Higher Education	Edwina Morrison (online)
Livestock	James Newhall (online)
Governor's Office	John Noble
State Fund	Stacy Ripple
Department of Administration	Michael Sweeney

**Guests**

**Barrow Consulting** – Sandra Barrows; **LEG** – Dale Gow; **DNRC** – Kreh Germaine; **Microsoft** – Steven Fiore, Ben Callahan; **Arrow Solutions Group** – Brittney Souza; **DPH** – Dave Johnson; **Corporate Technology Group** – David Barrst

**Real Time Communication (online)**

Jerry Steinmetz, Josh Gillespie, Dan Mossman, Jessie Kostoff, Darrin McLean, Heather Nelson, Tammy Peterson, Joe Dissonie, Patti Borsberry, and Doug Volesky

**SITSD Attendees**

Carol Schopfer, Lynne Pizzini, Dave Carlson, Cheryl Pesta, G. Scott Lockwood, Tom Murphy, Penne Cross, Maris Cundith, Audrey Hinman, Anita Bangert, Irv Vavruska, Lesli Brassfield, Brett Boutin, Julie Kriedeman, Jerry Marks, and Kyle Hilmer

**Welcome and Introductions** – Michael Sweeney, Chair

Ron introduced Lesli Brassfield our recently hired Communication Officer.

Lesli shared she comes from the Missoula area and is excited to be a part of SITSD Services. She has a background in communication and worked in both higher education and the K-12 communities. Most of Lesli's experience is in the education setting but she is thrilled to be working in State Government. Projects Lesli is working on includes; looking at processes that will improve communications with our customers, looking at ways to help them better

understand the types of services that we provide and way we can assist our staff internally and externally with tools to communicate better. If Lesli can be of service to anyone please let her know.

Steve Eller introduced the new CIO in the Legislature, Dale Gow who replaced Hank Trenk. Dale has worked with the Legislature for about six years, most recently as a Network Manager and as our Security Officer before that. Dale Gow states he looks forward to working with all of you. The Legislative Branch wants to work well with rest of state so we are looking forward to that partnership.

Ron Baldwin adds that the things we are doing across and between agencies we also need to do between the branches. We are enjoying a very good partnership right now with the Legislative Services Division. Ron said he appreciated that and looked forward to working with Dale.

## **Business**

### **Strategic Planning Update- Ron Baldwin/Kyle Hilmer**

- Kyle distributed and reviewed the handout of the agenda for upcoming Corrections workshop next week.
- The following week another workshop is planned for the ITMC Executive Board Members to address the enterprise wide plan.
- During the week of the IT Conference, SITSD will go through a workshop with Gartner for the SITSD agency level IT plan.
- January will have the actual template instructions and the process for completing the document.
- Plans will be due in the April timeframe.
- Enterprise plan is due to the Governor by March 1.
- Ron suggests that the results of the agency tabletop exercise be presented at the next meeting.

### **Email Archive Service- Dave Carlson**

- Email Archive service which is available allows us to move away from .psts, which solves a variety of problems.
- You get a 20GB mailbox for this in your Outlook.
  - You can drag and drop your .pst files.
- All of the archive files will be backed up.
- The cost is \$31.06 per year for a 20GB mailbox.
- Located out on the MINE under IT Professional Information or [here](#)
- Dave answered questions.
- Ron Baldwin added we are looking at eDiscovery capabilities with the Microsoft EA renewal. The whole landscape is changing, so we will look at the cost in general and tiered costs. My view is we should get everybody off psts.
- Dave agreed to the request for another demo.
- Ron Baldwin advised we can actually set the archival retention rules using Exchange to fit the policy as it is posted.

## **IT Conference**

### **Planning/Scheduling- Penne Cross**

- This year's IT Conference is December 10-12, at the Red Lion.
- We hope to finalize the content by next week

- You can access the Conference on IT Conference. mt.gov. or [here](#)
- Penne gave a briefing of what you will see this year.

#### **IT Managers Panel Discussion- Penne Cross**

- The Panel Discussion Working Group headed by Dan Chelini has decided to talk about efficient and effective government.
  - One of the Governor's initiatives.
- The panel will consist of Ron Baldwin, Joe Chapman, a local representative and a business member from our community.

#### **IT Awards – Mike Bousliman**

- We have 18-20 nominations.
- Now that the window is closed the group will meet next week to finalize.
- We will have a good ceremony at the IT Conference lunch on Thursday.

#### **Business Portal Update- Audrey Hinman**

- Audrey goes over the State CIO's vision for the Montana.gov portals and [handout](#)

#### **MDM Investment Project Update- Lynne Pizzini**

- We have a group that is putting together the MD strategy.
- We also have the MDM Acquisition Project to acquire an enterprise solution for mobile device management.
  - Group is putting together the requirements.
  - Agencies should complete by Friday of this week.
- We want to focus on the must haves in this bid process.
- Ron will review the requirements before they go out.
- Bill Anker emphasis right now is on speed he has concerns.
- After group discussion Lynne agreed to move towards doing an RFP.
- Group discussed change in direction, being involved in decision, give clear direction and that decision on major procurement purchases is made by this group.
- Lynne explained the requirement we are putting together for the RFP will mold into that strategy.
- Ron Baldwin said he put lots of stock in this Council as a governance forum. In the future make sure a bit more communications so those laps don't happen. Ron wants this Council to have some level of agreement, consensus and weigh in on their opinions on how this should move forward.
- Ron Baldwin proposed that process for procuring the MDM enterprise solution for the State of Montana proceeds as request for proposal. Motion was seconded by Tim Bottenfield, with all in favor.
- Let Lynne know who will be on group for the RFP process before the end of next week.

#### **Blade Server Standard- Lynne Pizzini**

- The document was posted for review and comments were added.
- Explained the reasons for location in the data centers to gain efficiency and network configuration most efficient.
  - Received comments that blade servers in data center should be a separate topic.

- After group discussed was decided Lynne will add the definition she receives from Stuart and post on the site.
- Rick Bush moved to table this topic to the next meeting, was seconded by Jim Gietzen.
- Give Lynne your comments before the next meeting to reissue for consideration.

#### **Lync Voice Mail Update- Dave Carlson**

- We looked at it carefully and were given the approval to push out the Real Time Communications piece.
- You end up with is a VOIP and enhanced VOIP communications.
- By the end of the year we will decide from the three options.
  - Driver is to look at it from a cost standpoint.
- Group questions; what is our strategy, what is the technology, asked about strain on techs within the agencies, and what is the big phone picture?

#### **SITSD RFI vs HJ2 Electronic Records Workgroup- Anita Bangert**

- Couple of survey for ECM/ERM and Anita wanted to clarify the differences.
- First is from Anita's office based on information needed for the project.
  - Our project purpose is to review the options that meet the needs of the government agencies for a centralized electronic document management system.
- Second survey came from a workgroup put together by the Education and Local Government Committee.
  - They are gathering information to identify, classify, and look at managing and preserving electronic records that have value among other tasks.
- Anita answered questions.
- Ron Baldwin would like to see electronic records for the State of Montana take the results of the RFI and merge with the assessment that comes from the LG workgroup.

#### **Future Meeting Times- Michael Sweeney**

- When should we have these meetings?
- Morning seem to be better for most everyone.
- Michael asked if people would be alright with a 10:00 a.m. start time.
- Evan Hammer motioned with different start time to move to the morning at 10:00 a.m. was seconded by Mike Bousliman with no one apposed.

#### **Standing Agenda Items None**

**Next meeting is December 4, at 10:00 a.m.**

**Member Forum-** received a couple of handouts today, the original plan were to have those posted on the site.

**Public Comment None**

**Adjourned** at 3:26 p.m.